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**DONCASTER, ROTHERHAM & DISTRICT  
MOTOR TRADES, G.T.A. LIMITED**  
Rands Lane Industrial Estate, Rands Lane,  
Armthorpe, Doncaster, DN3 3DY.  
Tel: 01302 832831 Fax: 01302 831916

**DONCASTER G.T.A. POSITIVELY PROMOTES EQUAL OPPORTUNITIES  
REGARDLESS OF RACE, GENDER SPECIAL NEEDS, OR DISABILITY.**



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**EU DRIVER HOURS  
AND  
RECORD KEEPING**

## **EU DRIVERS HOURS AND TACHOGRAPH RECORDS**

### **INTRODUCTION**

EU Regulation 3820/85 (drivers hours) limits apply to the drivers of most goods vehicles exceeding 3.5 tonnes permissible maximum weight (pmw) including any trailer, unless they are specifically exempted. Such exempted vehicles include vehicles used for refuse collection, postal articles, radio and broadcast, gas services etc.

EU Regulation 3821/85 (record keeping) requires drivers of the above vehicles to keep records of their hours of work, and contains the rules for using tachometers and tachographs.

The Road Transport (Working Time) Regulations 2005 also require drivers to be limited in the amount of time spent at work and specifies the maximum average working week, the maximum working hours in any one week and the requirements for minimum amounts of rest.

### **COURSE CONTENT**

GTA offers detailed training in the following subject areas:

- National driving – within U.K.
- International driving.
- Maximum driving time - daily, weekly, fortnightly.
- Extensions to driving time.
- Break requirements.

- Daily and weekly rest requirements.
- Reductions to daily and weekly rest.
- Tachometer operation and use.
- Tachometer – fitting requirements.
- Tachograph – use and analysis.
- Responsibilities of drivers and operators.
- Tachograph record keeping.
- Offences and penalties.

### **POTENTIAL CANDIDATES**

The course is aimed at transport managers, distribution managers, supervisory staff, and drivers of vehicles in excess of the threshold of 3.5 tonnes (including any trailer). N.B. This could include a driver of a vehicle with a 3 tonne pmw drawing a 1 tonne trailer as the combination would have a 4 tonne pmw.

### **DURATION**

A half days training is offered for this course.

### **TIMINGS AND COST**

0900 – 1200 or 1300 – 1600 £50 per delegate, including course notes.

### **CERTIFICATION**

All delegates attending will be awarded a certificate.